**The ABCs of Accounting – OCP-D**

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| Objectives | * Gain knowledge regarding the different types of businesses and how they are organized * Understanding of the Business Transactions & The Accounting Equation * Identify the transactions that affect assets, liabilities and owner’s equity * Identify the transactions that affect revenue, expenses and withdrawals * Understand the Accounting Cycle and recording in a general journal * Understanding of posting journal entries to general ledger accounts |
| Competencies | 42.02,50.05,50.06 |
| Module Materials | The ABCs of Accounting, 2nd edition |
| Assignments | |  |  | | --- | --- | | Chapter 1 | **Read Chapter**  **Complete Concepts Review email result to instructor**  **Complete Reinforce Your Knowledge 1.1 & 1.2**  **Written Quiz** | | Chapter 2 | **Read Chapter**  **Complete Concepts Review email result to instructor**  **Complete Reinforce Your Knowledge 2.1 & 2.2**  **Written Quiz** | | Chapter 3 | **Read Chapter**  **Complete Concepts Review & email result to instructor**  **Complete Reinforce Your Knowledge 3.1, 3.2, 3.3 & 3.4**  **Written Quiz** | | Chapter 4 | **Read Chapter**  **Complete Concepts Review & email result to instructor**  **Complete Reinforce Your Knowledge 4.1 & 4.2**  **Written Quiz** | | Chapter 5 | **Read Chapter**  **Complete Concepts Review & email result to instructor**  **Complete Reinforce Your Knowledge 5.1 & 5.2**  **Written Quiz** | | Chapter 6 | **Read Chapter**  **Complete Concepts Review & email result to instructor**  **Complete Reinforce Your Knowledge 6.1, 6.2, 6.3, 6.4 & 6.5**  **Written Quiz** | | Chapter 7 | **Read Chapter**  **Complete Concepts Review & email result to instructor**  **Complete Reinforce Your Knowledge 7.1, 7.2, 7.3 & 7.4**  **Written Quiz** | |
| Assessment | Each Chapter is worth 60 points broken down as follows:   * Concepts Review 20 pts * Develop Your Skills and Apply Your Skills 20 pts * Chapter test (written) 20 pts |